



# **Juneau School District Technology Plan 2008-2011**



**2007-2008  
Board of Education**

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*In Juneau we are all partners in providing each student with the skills, knowledge, and attitudes to be a contributing citizen in a changing world.*

### **Juneau School District Technology Committee**

Members of the Juneau School District Technology Committee met monthly during the 2007-2008 school year, including one all-day work session on January 15, 2008, and worked collaboratively to develop a Juneau School District Technology Plan for 2008-2011. Most members also attended the Alaska Association for Technology in Education (ASTE) pre-conference and/or conference held in Anchorage on February 23-26, 2008. Two of the members also attended the Alaska Department of Education and Early Development's Technology Planning workshop on February 24, 2008.

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## GOALS, STANDARDS AND STRATEGIES

### Overarching Goals

*In the Juneau School District technology is used as a tool to enhance and support productivity, communication, collaboration, and learning.*

*In the Juneau School District technology must be adequate to support the accomplishment of all district-wide educational goals and must be adequate to support future trends in education.*

### Vision

The Juneau School District envisions staff and students using technology to seek new knowledge, solve problems and collaborate within a global society. The ever-present and transparent use of technology by staff and students supports the mission of the District, which includes helping students achieve the Alaska standards in all content areas, respecting the special needs skills and abilities of each individual and enabling each person to develop the skills needed in the 21st century.

### Learning Goals

The Juneau School District School Board has adopted the following educational goals:

All students will:

- Acquire and manage information, solve problems, and think creatively and critically;
- Communicate effectively, using written, verbal and artistic forms, and appreciate the creative expressions of others;
- Possess and integrate a common core of knowledge concerning the physical, biological, and social sciences, mathematics, and the arts and humanities;
- Become effective and responsible decision makers, who contribute to the community, state, country and world;
- Possess the ability to collaborate and adapt, and use the skills and tools necessary for the world of work;
- Demonstrate the ability to form responsible relations with a wide range of people including those with differing socio-economic and cultural backgrounds;
- Acquire the knowledge, habits and attitudes that promote personal and public health, both physical and mental;
- Understand and evaluate their own worth, ability, and potential, to enable growth.

Students will use Information Technology as a tool to achieve these educational goals.

Within each content area, Information Technology includes:

- **Problem-solving tools** such as spreadsheets, databases, and graphing calculators;
- **Information-access tools** such as the Internet and content-specific CD's;
- **Communication tools** such as word processors, multimedia software, web page editors, email, and video production tools;
- **Content learning tools** such as simulations, tutorials, and educational games.

- **Career exploration and employability skills development tools** such as online personality and interest inventories, college profiles, and employability profiles.

If implemented, the technology, staff development, and curriculum integration plans described in this document would provide the necessary curriculum framework and the opportunity for teachers to develop teaching. A complete set of the Juneau School District CORE content standards for Language Arts, Mathematics, Science, and Health Curriculum is found in on the District web page at <http://www.jsd.k12.ak.us/newdistrict/departments/instructionalservices/index.php>.

## State and Local Standards

The Juneau School District uses the Alaska Content Standards to guide the creation of district curriculum and district CORE content documents. Since 1996, CORE content has been developed in Mathematics, Language Arts, Science, and Health. These district documents include technology-related CORE content standards for each grade level such as:

- “type 25 wpm with 90% accuracy, using correct techniques” (Language Arts);
- “compare a variety of resource materials, including electronic media, to select the most useful to purpose” (Language Arts);
- “model data, by hand and by using technology, using pie charts, scatter plots, and histograms with appropriate scale” (Math);
- “record data into a spreadsheet matrix” (Math)
- “use technology to collect, summarize, analyze, interpret, and display evidence” (Science)

The Science CORE document states “competencies, organized by State Science Content Standards, will be included at each grade level.” The competencies include:

- “use technology to collect summarize, analyze, interpret, and display evidence”
- “demonstrate understanding of the importance of values and consequences as well as
- information when making decisions about science and technology.”

## Technology Curriculum Strategies

### Process

District curriculum documents are developed to conform to standards for curriculum established by the Alaska Department of Education and Early Development. The District adopts curriculum on a regular, six-year development and revision cycle, as specified by the Alaska Department of Education. The curriculum review and update process is the responsibility of the district Curriculum and Assessment Coordinator, using committees comprised of teachers and administrators. Technology skills are addressed in a range of curricular areas:

- The **JSD Math curriculum** includes the use of spreadsheets, graphing calculators, and databases as tools for mathematics study and data analysis.
- The **JSD Language Arts curriculum** incorporates word processing skills, keyboarding benchmarks, presentations requiring technology skills, and research skills requiring Internet searches and electronic mail inquiries.

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- The **JSD Science curriculum** includes teaching students to collect and analyze data, interpret results and communicate findings.
- The **JSD Science curriculum** and **Social Studies curriculum** incorporate teaching students how to use technology to research, coordinate, and present information. Additionally, the social studies curriculum includes teaching students how to use technology responsibly and to understand its impact on individuals and society.
- **The JSD Health curriculum** incorporates Internet safety skills by demonstrating concepts of cyber security, personal online safety, and awareness of cyber-bullying, predator identification, cyber-relationships, malicious code, and social issues.

### **Proposed Action Steps:**

1. Expand the effort to ensure that all content area curriculum committees use the Alaska Technology to develop their curriculum.
2. Work with the Curriculum Coordinator to ensure that staff members with video and computer expertise are part of the curriculum committees in every content area.
3. Ensure that technology skills related to computers and video integrate into the curriculum in natural and effective ways, enhancing the curriculum and ensuring development of the technological skills necessary for effective teaching and learning within that content area.
4. Provide a broader audience for student video productions. This will help to improve the quality of student productions and encourage more schools and activities to use the video resources available to them.

**Timeline:** Beginning with the 2008-2009 school year and continuing throughout the duration of the plan.

**Budget requirements:** Staff time, No additional fund allocation required

### **Technology Infrastructure Strategies**

The Juneau School District has six elementary schools (Auke Bay, Riverbend, Mendenhall River, Glacier Valley, Harborview, and Gastineau), two middle schools (Dzantik'i Heeni and Floyd Dryden), and two high schools, Juneau-Douglas High, and Thunder Mountain High scheduled to open by the fall of 2008. The district also includes an alternative high school (Yaakoosge' Daakahidi), a charter school (Juneau Community Charter School) and a K-8 Montessori Program. The Marie Drake building, formerly Marie Drake Middle School, is used for spillover classes from both Juneau-Douglas High School and Harborview Elementary. The school district has approximately 2500 computers, 95 percent of which are currently networked.

To meet the goals of this plan, the JSD Tech Committee pledges to establish district-wide standards for hardware, software, and building infrastructure. The committee will continue to meet monthly during the school year to establish and revise these standards

and will include a schedule of maintenance and upgrade. The outline for those standards is as follows:

### **Network Services**

#### **Servers**

- Provide adequate support staff for specific server software/hardware maintenance
- Provide a coordinated, adequate server backup system and policies, including off-site storage
- Establish secure access and login policies/procedures;
- Provide secure off-site server access;
- Maintain robust hardware with a minimum configuration.

#### **Faxes/Copiers/Scanners/Printers**

- This plan promotes a migration to an all-in-one networked solution when possible

#### **Work Stations**

- Workstations need to be adequate for designated purposes and meet district goals for security and efficacy.

#### **WAPs (Wireless Access Points)**

- Wireless access points need to be pervasive, with 24x7 fully integrated access, meeting district goals for security and efficacy.

### **Building Infrastructure Strategies**

The JSD Tech Committee in coordination with the JSD Maintenance and Facilities Department (when applicable) and the IT Department will develop standards for the following systems:

#### **Electrical**

- Provide adequate electrical outlets and circuits for new network and other technology infrastructure whenever possible during renovations or building upgrades
- Provide for potential growth (laptop support) and movement of computer labs especially for new buildings and through renovations.

#### **Network cabling**

- Determine which sites need additional network drops for wired and wireless access
- Work with the Facilities Manager to develop district wide policies for building network infrastructure wiring that incorporates fiber optics as the backbone standard for new building and as part of renovation projects

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- Require that contractors adhere to IEEE network cabling standards (length and appropriate type)

### Ethernet switches (wire and wireless)

- Eliminate all repeaters and replace with adequate wiring or Ethernet switches
- Ethernet switches must meet industry standards
- Bring all switches up to a minimum 10/100/1000BaseT
- Provide for consistency of manufacturer/vendor across the district.
- Purchase switches that are capable of POE (power over Ethernet) whenever applicable.

### Routers

- Apply standardization to all routers (Cisco or equivalent); and
- Assure that the district meets continuing access needs (intra/internet).

### Firewalls

- Firewalls must meet industry standards
- Are adequate to protect student and staff by use of content filtering and anti-spam/virus protection.

### Internet access point and devices

- Establish security for internet access points.

### Uninterruptible Power Supply

- Provide UPS devices wherever applicable for all communication closets components;
- Determine a battery replacement schedule and upgrades of UPS units
- Assure that UPS standard up time is varied by application.

### Climate control

- The Juneau School District Maintenance Department will assure that new technology infrastructure is wired separately from energy conservation controls.
- In addition, climate control is adequate for protection of equipment

### Physical access to secured area

- The Juneau School District Maintenance Department and administration will assure that all communication closets have established policies for access and security.

### Phone Service (VOIP)

- It is recommended that the JSD creates a position for the purpose of assuming responsibility for maintenance and configuration of the JSD phone system. This system will include existing analog phone systems

and VOIP phone systems. Other duties could be assigned to this position, which would either be under the direction of the IT Supervisor or the Maintenance Supervisor.

Miscellaneous

- There are other groups of building infrastructure devices, example: Outside Access Security (Doors), reader boards, and other miscellaneous technologies, which interface with the JSD network
- Standards and policies established for network devices should apply to these technologies as much as possible

**Action Steps:**

**1) Hardware:** Includes student and staff workstations, printers, wireless devices, servers, copiers, other peripherals, and network infrastructure (routers, switches, firewalls, etc.).

- Purchases are based on needs and evaluation of current use with consideration of future trends.
- Work stations to be purchased with current level standards, meeting the intended use of the station.
- Servers should be top-end performers in terms of processor, hard disk, RAM and connectivity standards
- Hardware purchases will be consolidated for efficient use of funds.

**2) Software:** Includes the server and workstation operating systems and third-party applications.

- Purchases are based on needs and evaluation of current use with consideration of future trends.
- Purchases will meet industry standards for word processing, spreadsheets, presentations, publishing, and multi-media.
- Management software will be implemented to allow more efficient use of resources.
- Course management software will be implemented for consistent staff/student use.
- Software for monitoring of network bandwidth utilization; anti-virus/spam protection.

**3) Access:** Utilize resources such as E-rate to assist with technology integration.

**Timeline:** Have outline of standards by beginning of 2008 school year. Due to rapid changes in technology trends, revisions will need to be determined annually.

**Budget requirement:** To be determined.

## TECHNOLOGY INTEGRATION

### Special Projects

**Fast ForWord**, a computer-assisted reading program is currently in use at K-12 schools in the district. Data analysis studies, conducted by the curriculum coordinator and data analyst, have found this program to be quite successful in raising student achievement in reading and other content areas.

**Accelerated Reader**, a computer-assisted reading program used at Glacier Valley Elementary School and Floyd Dryden Middle School, is used to assess reading skill and direct ongoing reading practices.

**SuccessMaker**, a computer assisted Mathematics program is currently in use at the middle schools, the downtown high school, and the alternative high school. It is used as an intervention tool for students who are below grade-level standards.

**Consortium for Digital Learning** (aka 1 to 1 Laptop Initiative) is being piloted at Yaakoosge' Daakahidi Alternative High School. The program is funded by the Alaska Association of School Boards and the Juneau School District. This site-based pilot provides a laptop for every teacher and student. The program provides staff development, engineering hardware and software support. It encourages the use of multi-media applications and technology integrated student projects. It also encourages enrollment in distant education courses available online in order to meet graduation requirements and/or fulfill electives.

**Geo Treks Project** provides students and staff at the middle school level with access and training in GPS and GIS technology. The project pilot was funded via an E2T2 Competitive Grant. Through partnerships with the University of Alaska SE, Discovery Southeast, State of Alaska Dept. of Fish and Game, teachers are able to sustain GPS/GIS projects in their classrooms.

**Destiny**, a web-based library system implemented in the Fall of 2005, is used at all elementary and middle schools, with implementation for the existing and new high schools planned for the Fall of 2008. This library system enhances student and staff access to JSD libraries by using tools, which align collection resources with curriculum.

### Video Projects:

Various teachers throughout the district integrate video projects in their classes in a variety of ways, challenging students to explore and expand thinking and as a method for communicating with parents. All media and/or technology class students learn to produce movies using such software tools as iMovie, Flash, and other applications. These tools may be integrated into student presentations and projects in CORE classes.

- Dzantik'i Heeni Middle School students have been using closed circuit broadcasting for 13 years, 6<sup>th</sup> graders produce iMovie social studies projects, and EL students are producing kiosk slides shows for the Juneau City Museum.

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- Floyd Dryden Middle School students utilize a closed circuit cable system, broadcasting daily morning announcements that they produce, film, edit, and anchor. In addition, they do the same for “Special Reports” that are broadcast on Channel 6.
- Juneau-Douglas High School also is partnering with KTOO to involve students in radio and television broadcasting.

Video has the potential to be an important component of school activities.

### **Action Steps:**

1. Enable students to film and air athletic, student body, theatre, and fine arts events.
2. Under the direction of the JSD Communication Manager, integrate video into public relations programs, highlighting educational programs, grant programs, and alternative choice programs that are available to students.
3. Establish and develop existing Channel 6 broadcasting capabilities per the JSD Communications Plan adopted December 4, 2007
4. Establish mentoring program for video production and broadcasting at demonstration sites with goal of providing assistance at interested sites.
5. Establish Pro Apps training center in Final Cut Pro (professional standard for video editing) and include advanced digital media courses as part of the Technology Curriculum at secondary level.
6. Work to improve the quality of student productions and encourage more schools and activities to use the video resources available to them. Work with Community Schools, KATH-TV, and KTOO television to air more student video productions on local television stations.
2. Encourage teachers to enter student work in video contests such as ASTE's “iDidaMovie, iDidaPhoto, iDidaPodCast” contests.

**Timeline:** Summer of 2008: Technology Boot Camp will provide iMovie video training for beginners and intermediates; advanced training in Final Cut Pro.

- Ongoing: Integration of video into public relations programs.
- Ongoing: JSD Technology Committee will encourage site level staff and administrators to provide student opportunities for video productions.

**Budget requirement:** To be determined during the 2008-2009 school year, in the next phase of plan development

### **District-wide Integration**

#### **Zone integration server**

- Schools Interoperability Frameworks (SIF) allows diverse applications to interact and share data seamlessly. A critical component of SIF is a Zone Integration Server (ZIS) which serves as the data integration broker between applications that support SIF.
- This plan asks for the implementation of SIF-compliant servers throughout the district and coordination of hardware and software compatibility with SIF.

### **Student Information Systems**

The Juneau School District purchased PowerSchool K-12 data management software. Partial implementation of this program began in February 2008, with complete implementation scheduled to occur in the Fall of 2008.

This plan calls for:

- Organized training and implementation of basic and enhanced features of PowerSchool to allow tracking of student data including attendance, grades, health data, parent information, web parent access and other features.
- Integrate PowerSchool features with existing district databases including Alaska Central, Destiny, assessment databases, food service, etc.

### **Intranet Access**

- This plan calls for the use of digital technology to provide access and storage of forms, documents, and bulletin board type access for staff.

### **Action steps:**

1. Complete integration from SASI to PowerSchool will take place in the Fall of 2008.
2. An Intranet access plan exists as part of the JSD Communication Plan and will be implemented during the school year 2008-2009.
3. Implement a Zone Integration Server following DEED guidelines. Schedule of project will be determined according to DEED guidelines and available budget resources.

**Timeline:** Fall of 2008 through Fall of 2009

**Budget:** Hardware and software maintenance for PowerSchool is currently budgeted at approximately \$70,000 per year as part of the IT budget. Both the Curriculum and IT Departments provide staffing support. Funding for ZIS is to be determined.

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### **ACCESS**

Equitable access to technology for all students is one of the imperatives of this technology plan.

In terms of access, the 2008-2011 Juneau School District Technology Plan aims to:

- Provide equitable access for all technology users, enabling them to collaborate and communicate from a variety of technologies in a learning environment.
- Create and maintain a secure networking environment.
- Coordinate program for staff laptops, including a possible lease/purchase/employee purchasing arrangement.
- Review comparison of lease versus purchase for student technology for school and home use.
- Plan infrastructure for increasing numbers of students who bring their own computer to school.
- Plan technology for indigent and ADA populations.
- Regular upgrade and maintenance of the network infrastructure, which, when feasible, will be coordinated with the Six-year Capital Improvement Plan approved for FY09.
- Implementation of a secure wireless scheme for every building.
- Review network infrastructure, telephones, wireless and other systems and upgrade accordingly.
- Implement a program to scan fixed assets (using Destiny's Asset Manager software or equivalent).
- Ensure that all new and renovated buildings follow standards set previously in this plan.

Standards for computers are based on current Macintosh and Windows operating system requirements as well as specific software program requirements. An effort is made to avoid the minimum and maximum requirements, striving instead for middle of the road for acceptable performance, longevity, and cost. To follow is the current Juneau School District inventory of computers, as of March, 2008.

### **Current Computer Inventory**

A chart outline the District's current computer inventory follows.

## CURRENT COMPUTER INVENTORY AS OF MARCH 2008

School Sites	Macs	PCs	TOTAL
<b>Auke Bay Elementary School</b>	105	2	107
<b>District Office</b>	59	41	100
<b>Dzantik'I Heeni Middle School</b>	199	7	206
<b>Floyd Dryden Middle School</b>	245	5	250
<b>Gastineau Elementary School</b>	95	2	97
<b>Glacier Valley Elementary School</b>	137	2	139
<b>Harborview Elementary School</b>	151	2	153
<b>Juneau-Douglas High School</b>	387	198	585
<b>Mendenhall River Community School</b>	197	2	199
<b>Riverbend Community School</b>	249	27	276
<b>Yakoosge Dakahidi</b>	39	26	65
<b>Juneau Youth Center</b>	3	22	25
<b>Miller House</b>	12	0	12
<b>Juneau Community Charter School</b>	4	0	4
<b>Montessori Program</b>	8	0	8
<b>Totals</b>	<b>1890</b>	<b>336</b>	<b>2226</b>

## Building Infrastructure Narrative

The Juneau School District's current network infrastructure is located at eighteen physical sites consisting of school classrooms, computer labs, administrative offices, and includes District administrative offices and departments. Each location has a network infrastructure that provides for wired network access to:

- local servers, printers, and computers
- network access between buildings
- internet access.

Each physical site has one to two communication closets which house

- Building network wiring
- Termination patch panels
- Router
- Ethernet Switches
- UPS
- TLS =**Transparent LAN Service** is a service from a ACS linking together school district ethernet networks
- Cable Modem

### **Current Building Infrastructure Status**

All of our Ethernet switches currently consist of 10/100 BaseT with 100FX fiber uplinks between local communication closets.

- The exceptions are as follows: JDHS, Floyd Dryden, and downtown District Offices.
- These exceptions occurred because of building renovations and/or upgrades that resulted from building renovations and relocation of offices and classrooms.

Historically when there has been a renovation, the IT Department, as much as possible, recycles network equipment from one site to another. For example, when JDHS was renovated and received upgraded Ethernet equipment, the existing Cisco ethernet switches removed from JDHS were used to replace repeaters at the Riverbend Elementary School. Similarly, the Cisco ethernet switches that were replaced at Floyd Dryden were dispersed to other district locations (Transitions, Miller House, Maintenance, JYC, JCCS).

Hardware network components have been upgraded or replaced throughout the years (routers and firewalls); however, these hardware expenditures have not included replacement of our outdated and failing Cisco ethernet switches. While this “recycling” plan has worked in the past, technology demands have increased and the 10/100 switches can no longer meet current demands. To analogize: the network highway (ethernet switches) is a rural dirt road and our high performance vehicles (computers) are consistently stuck in traffic jams.

Standards for ethernet switches include fiber backbone of at least one gigabit with 10/100/1000BaseT switch ports.

### **Proposed Replacement Cycle for Technology**

The following provides a suggested replacement cycle, with estimated costs for replacement of the following:

- switches,
- implementation of wireless
- computer hardware and software

Using the FY09 Six Year Capital Improvement Plan, priorities are based on timing of planned or expected renovations. Grade level needs and curriculum software programs are included.

The first cycle (FY2009) begins with building network infrastructure (See Chart 1 Below)

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<b>REPLACEMENT CYCLE FOR TECHNOLOGY</b>			
<b>2008-2009</b>			
Site:	<b>Dzantiki' Heeni</b>	<b>Juneau Comm Charter</b>	<b>Maintenance</b>
Switches:	\$52,000	\$3,000	\$3,000
Wireless:	\$20,000	\$1,000	\$1,000
Total:	<b>\$72,000</b>	<b>\$4,000</b>	<b>\$4,000</b>
Site:	<b>Auke Bay</b>	<b>Johnson Youth Center</b>	<b>Juneau-Douglas HS</b>
Switches:	\$27,500	\$3,000	\$0
Wireless:	\$20,000	\$500	\$15,000
Total:	<b>\$47,500</b>	<b>\$3,500</b>	<b>\$15,000</b>
Site:	<b>Mendenhall River</b>	<b>Miller House</b>	<b>TOTAL FY 2008-2009</b>
Switches:	\$33,500	\$6,000	<b>\$284,000</b>
Wireless:	\$20,000	\$500	
Total:	<b>\$53,500</b>	<b>\$6,500</b>	
Site:	<b>Riverbend</b>	<b>Floyd Dryden</b>	<b>Completed Renos/New Building 2005-2008:</b>
Switches:	\$43,000	\$0	Juneau-Douglas High
Wireless:	\$20,000	\$15,000	Floyd Dryden
Total:	<b>\$63,000</b>	<b>\$15,000</b>	Thunder Mt. High School

The second and third cycles (FY2010) begin to address computer replacement for aging computer lab equipment and includes:

- Juneau-Douglas high school business computer labs
- Program Learning lab (Plato)
- Fast ForWord computer labs
- YaaKoosge 1to1 Laptop initiative
- District-wide librarian computers

The third and fourth cycles (FY2011 through FY2013) would continue upgrading program specific computer labs and those sites that are six to seven years into their renovation with regard to replacement and upgrades of computer hardware. (See Chart 2 Below)

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REPLACEMENT CYCLE FOR TECHNOLOGY				
	2009-2010	2010-2011	2011-2012	2012-2013
Site:	<b>Juneau-Douglas HS</b>	<b>Johnson Youth Center</b>	<b>Glacier Valley</b>	<b>Juneau-Douglas HS</b>
Computers:	\$90,000	\$37,500	\$50,000	\$50,000
Software:	\$3,000	\$1,250	\$2,500	\$2,500
Total:	<b>\$93,000</b>	<b>\$38,750</b>	<b>\$52,500</b>	<b>\$52,500</b>
Site:	<b>FF Word RB/GT</b>	<b>District Wide Librarians</b>	<b>Harborview</b>	<b>Mendenhall River</b>
Computers:	\$52,500	\$30,000	\$50,000	\$50,000
Software:	\$1,750	\$1,000	\$2,500	\$2,500
Total:	<b>\$54,250</b>	<b>\$31,000</b>	<b>\$52,500</b>	<b>\$52,500</b>
Site:	<b>FF Word AB/MR/GV</b>	<b>Program Learning</b>	<b>Miller House</b>	<b>Riverbend</b>
Computers:	\$67,500	\$37,500	\$24,000	\$50,000
Software:	\$2,250	\$1,875	\$1,200	\$2,500
Total:	<b>\$69,750</b>	<b>\$39,375</b>	<b>\$25,200</b>	<b>\$52,500</b>
Site:	<b>FF Word DZ/FD</b>	<b>Yaakoosge 1to1</b>	<b>Gastineau</b>	<b>Transistions</b>
Computers:	\$45,000	\$50,000	\$50,000	\$7,500
Software:	\$1,500	\$2,500	\$2,500	\$375
Total:	<b>\$46,500</b>	<b>\$52,500</b>	<b>\$52,500</b>	<b>\$7,875</b>
Site:		<b>Floyd Dryden</b>	<b>Auke Bay</b>	<b>Maintenance</b>
Computers:		\$50,000	\$50,000	\$3,000
Software:		\$2,500	\$2,500	\$150
Total:		<b>\$52,500</b>	<b>\$52,500</b>	<b>\$3,150</b>
Site:		<b>JCCS</b>	<b>Montessori</b>	<b>Dzantiki'Heeni</b>
Computers:		\$7,500	\$15,000	\$50,000
Software:		\$375	\$750	\$2,500
Total:		<b>\$7,875</b>	<b>\$15,750</b>	<b>\$52,500</b>
Site:				<b>Thunder Mt. HS</b>
Computers:				\$50,000
Software:				\$2,500
Total:				<b>\$52,500</b>
	<b>TOTAL FY 2009-2010</b>	<b>TOTAL FY 2010-2011</b>	<b>TOTAL FY 2011-2012</b>	<b>TOTAL FY 2012-2013</b>
	<b>\$302,250</b>	<b>\$222,000</b>	<b>\$250,950</b>	<b>\$273,525</b>
	<b>Planned Renovations:</b> Glacier Valley Harborview	<b>Planned Renovations:</b> Gastineau Marie Drake District Offices	<b>Planned Renovations:</b> Gastineau	<b>Planned Renovations:</b> Auke Bay Mendenhall River

## Juneau School District Technology Plan 2008-2011

The fifth and six cycles (FY2014-2015) address those sites that are six to seven years into their renovation with regard to network infrastructure replacements and/or upgrades. (See Chart 3 Below)

<b>REPLACEMENT CYCLE FOR TECHNOLOGY</b>			
<b>2013-2014</b>		<b>2013-2014 (cont.)</b>	<b>2014-2015</b>
Site:	<b>Juneau-Douglas HS</b>	<b>Gastineau</b>	<b>Riverbend</b>
Switches:	\$52,000	\$30,000	\$43,000
Wireless:	\$20,000	\$3,000	\$20,000
Total:	<b>\$72,000</b>	<b>\$33,000</b>	<b>\$63,000</b>
Site:	<b>Floyd Dryden</b>	<b>YaaKoosge</b>	<b>Juneau Comm Charter</b>
Switches:	\$52,000	\$22,000	\$3,000
Wireless:	\$20,000	\$2,200	\$1,000
Total:	<b>\$72,000</b>	<b>\$24,200</b>	<b>\$4,000</b>
Site:	<b>Glacier Valley</b>	<b>Montessori</b>	<b>Johnson Youth Center</b>
Switches:	\$30,000	\$22,000	\$3,000
Wireless:	\$3,000	\$2,200	\$500
Total:	<b>\$33,000</b>	<b>\$24,200</b>	<b>\$3,500</b>
Site:	<b>Harborview</b>		<b>Miller House</b>
Switches:	\$30,000		\$6,000
Wireless:	\$3,000		\$500
Total:	<b>\$33,000</b>		<b>\$6,500</b>
		<b>TOTAL FY 2013-2014</b>	<b>TOTAL FY 2014-2015</b>
		<b>\$291,400</b>	<b>\$77,000</b>
		<b>Planned Renovations:</b>	<b>Planned Renovations:</b>
		Auke Bay	Dzantiki'Heeni
		Mendenhall River	Maintenance

Yearly review and realignment of this six-year cycle will be part of the JSD Technology Plan.

## Juneau School District Technology Plan 2008-2011

### **Action steps:**

The JSD site committees in cooperation with the JSD Tech Committee will:

1. Assess all sites regarding equitability in terms of district goals and access.
2. Assess district technology in terms of Americans with Disabilities Act compliance.
3. Establish a replacement schedule for hardware and software.
4. Coordinate curriculum computer applications (such as Fast ForWord) with the IT Department.
5. Establish standards for server access and password security.
6. Assess building infrastructure and schedule upgrades, including wireless technology.

**Timeline:** 2008-2009 school year, schedule a five-to-six year replacement cycle.

**Budget requirement:** The charts above outline the District's Information Technology Department's planned replacement cycle budget.

## **PROFESSIONAL DEVELOPMENT**

Students and staff will expand the use of technology to meet district goals.

### **Staff involvement**

- Implement technology meetings/training on a regular basis (once a trimester/semester) among grade level teachers.
- Survey staff to find out their level of expertise and then tailor training to utilize and expand upon existing knowledge.
- Encourage staff to establish annual technology goals.
- Provide incentives for staff to use and demonstrate effective technologies.
- Build a common mission between the Information Technology Department and education delivery operations.
- Provide innovative technology devices for demonstration projects.

**Staff training** There exists among staff a wide range of expertise in the ability to use and integrate technology effectively into the curriculum. While the average computing skill levels among staff and students has increased dramatically, there is still the need to provide training in basic areas of information technology such as:

- Use of operating system features;
- Use of video, peripherals, and special purpose devices such as graphing calculators, digital white boards, projectors, document cameras, etc.;
- Use of application features for word processing and spreadsheets. In addition, yearly training should be available through district in-services for such applications as email and internet browsing.

### **Additional staff –development goals:**

- Employ a technology trainer in the district with a schedule of implementation and a budget (possibly a function of the Technology Coordinator);
- Expand technology mentor contracts to make them available K-12;
- Provide training for staff in data-driven decision making;
- Support interested staff in attending technology conferences;
- Establish a local and/or regional educational technology conference in conjunction with UAS, CBJ, the State of Alaska and/or businesses,;
- Provide training with college credit for staff.

### **Action steps:**

1. Survey staff to determine technology integration competency levels utilizing a tool similar to Craig School District, but revising with JSD Technology Curriculum in mind.
2. Increase district-wide staff development opportunities in technology integration with grade-alike meetings at building and all-staff in-services, plus specific workshops to increase competency levels.

## Juneau School District Technology Plan 2008-2011

3. Provide training in data-driven decision making, utilizing programs such as PowerSchool.
4. Hold a district or regional technology symposium in order for staff to share, collaborate, and receive professional development in technology integration.
5. Provide opportunity for staff to attend technology conferences (like ASTE) as incentive for growth in raising technology integration competency level in the form of a mini grant.

### **Timeline:**

2008-09 school year:

- Develop staff pre-survey tool for determining technology integration competency level and administer staff survey;
- Establish technology mentors K-12;
- Utilize all mentors as trainers for site and all-staff in-services;
- Continue monthly workshops provided by IT staff to site computer technicians to collaborate, share, and receive special training;
- Establish a training schedule for specific competency levels;
- Administer a post-survey tool to determine impact of activities.

2009-10 school year:

- Provide training in data-driven decision making (using PowerSchool or other programs);
- Administer pre and post survey in competency levels;
- Establish training schedule for specific competency levels;
- Continue with in-service trainings and monthly information technology workshops;
- Provide opportunity for staff to attend ASTE or other technology conferences;
- Hold Technology Symposium in the spring of 2010.

2010-11 school year:

- Utilize data from previous two years to determine best use of mentors, competency level training, and in-service use;
- Continue with previous activities from 2009-2010;
- Administer survey to determine impact of activities for next three-year technology plan.

### **Budget requirements:**

- \$50,000 initial year, \$75,000 year two and three

## RESOURCES

The Juneau School District Technology Committee Recommends that the District have a dedicated staff position to provide leadership and direct the district's progress and organization in the area of technology. Reinstating the Technology Coordinator position would greatly improve the success of the JSD Technology plan goals.

The strategies realized by reinstating that position are:

- Coordination of all hardware and software purchases;
- Partners and establishes a liaison between the IT and curriculum departments;
- Coordinates technology staff development;
- Promotes district awareness of trends and advocate for continuing improvement;
- Manages ongoing technology funds;
- Provides leadership for continuity and communication among sites;
- Advocates for and coordinate funds and opportunities both in and outside the district;
- Streamlines integration of resources including printers, fax machines, photocopiers, telephones etc.;
- Implements the use of digital whiteboards, projectors, security technology, and include infrastructure for the use of wireless devices;
- Compares lease versus purchase for hardware and network devices; and
- Investigates open source software and freeware.

### **Proposed Action Steps: Alternative One**

1. School Board approves JSD Technology plan.
2. The JSD Technology Committee is established as an ongoing entity with resources and support.
3. The IT Department is adequately staffed according to technology needs
4. A District Technology Coordinator is hired beginning July 1, 2008
5. Per the approved technology plan, the committee continues to meet monthly to establish district technology standards.
6. A Juneau School Board presence is established on the committee
7. The Technology Coordinator will review Juneau School District technology purchases and make recommendations starting August 2008.

**Timeline:** As noted above.

**Budget:** The Technology Coordinator position based upon the JSAA salary schedule and base benefits would be approximately \$92,000. The budget for the District's current replacement cycle is contained in the budget summary included in this report. Subsequent budgets will be determined either by the independent consultant report or the work of the Technology Coordinator.

### **Proposed Action Steps: Alternative Two**

1. The Juneau School District will hire an independent consultant not associated with any hardware or software vendor or manufacturer beginning July 1, 2008 to

## Juneau School District Technology Plan 2008-2011

- provide a more detailed inventory of JSD educational technology needs and make recommendations for technology purchases to support future needs and trends.
2. The JSD Technology Committee remains intact as an ongoing entity with resources and support.
  3. The IT Department will work closely with the consultant to determine both technology and IT staffing needs.
  4. Proposed Action Steps: Alternative One Numbers 4 through 7 (which includes hiring a District Technology Coordinator in year two) above will be implemented following the completion of the independent consultant report.

**Timeline:** As noted above.

**Budget:** A budget of \$70,000 will be set for the independent consultant. The budget for the District's current replacement cycle is contained in the budget summary included in this report. Subsequent budgets will be determined either by the independent consultant report or the work of the Technology Coordinator.

**Grants -** Funding from various grants and partnership have been used to supplement technology purchases and programs. Examples are:

- From 2004 through 2007 the school district used funds from the PEP Grant, which implemented the L.I.F.E. on the Move program. This program was designed to foster and increase healthy lifestyles with nutrition and exercise. Funds from the grant were used to implement trainings designed to integrate technology into the physical education department.
- State Title II-D currently funds technology mentors at the secondary level. These mentors provide leadership and coaching in technology integration at the site level at the middle school and high school level.
- The Transitions grant has funded a variety of technology integration enhancements in the district targeted at Alaska Native students making the early transition into high school. Projects have included funding a computer building camp, an Alaska-marine science camp utilizing GPS/GIS and multi-media, and support for multi-media hardware and software in the high school and alternative high school.
- The previously mentioned Geo Treks project funded through E2T2 competitive funds.
- A computer upgrade grant from the City via the Legislature that assisted in replacing outdated student computers throughout the district.

The Juneau School District will continue to pursue grants to supplement district technology integration.

## Juneau School District Technology Plan 2008-2011

**Action steps:**

1. Pursue available grant funding.

**Timeline:** Ongoing

**Budget requirements:** To be determined

### **Technology Budget Summary**

The Juneau School District network infrastructure was originally funded with two technology bonds in the 1990s. These bonds provided:

- Basic network infrastructure (communication closets components such as routers, hubs, cabling)
- Computer hardware and software

Since the expiration of the bonds, purchases are made from building remodel money, grant purchases, and district funds. This plan asks for a budget sufficient to support technology.

### **Goals:**

- A technology budget that includes allotment for building infrastructure, replacement of computer hardware and software
- Develop district-wide procedures for repairs and maintenance.
- Provide for ongoing district-wide staff development
- Assure that the district's technology infrastructure supports access requirements (prioritizing schools that are not scheduled for renovation)
- Provide adequate technology staff support at all sites and the IT Department
- Develop and implement an upgrade cycle that evaluates technology, creating a specific budget line item for district technology spending needs on five to six-year basis

These activities would occur under the leadership of a Technology Coordinator in collaboration with the JSD Technology Committee and/or assistance in meeting the above would be provided by an independent consultant. The Technology Coordinator and/or consultant would also closely work with the IT Department for technical support and district-wide cohesion. This plan aims to empower the Technology Committee and the Technology Coordinator to remedy pressing problems and guide the district into the years ahead.

### **Action steps:**

1. The Technology Coordinator and/or Consultant works with other administrators to establish which hardware and software purchases are the District's responsibility and which are building responsibility.
2. The Technology Coordinator will work with the IT and Curriculum departments to better integrate software and hardware with district goals.
3. The Technology Coordinator, with the IT Supervisor, will present the request for line item district funding for overall technology to the board in the spring of 2009 and ensuing fiscal years for the lifespan of this technology plan.

### **Timeline:**

A line item for JSD Technology begins with the 2009-2010 budget.

## Juneau School District Technology Plan 2008-2011

**Budget requirement:** Previously established for Action Step options one and two.  
Additional budget requirements to be determined during the 2008-2009 school year.

### Budget Summary

<b>Budget Category</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>
<b>Goals, Standards and Strategies</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>
<b>Technology Integration</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>
<b>District-wide Integration</b>	<b>\$70,000 (allocated)</b>	<b>\$70,000</b>	<b>\$70,000</b>
<b>Zone Integration System</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>
<b>Technology Replacement Cycle</b>	<b>\$284,000</b>	<b>\$203,250</b>	<b>\$222,000</b>
<b>Professional Development</b>	<b>\$50,000</b>	<b>\$75,000</b>	<b>\$75,000</b>
<b>Resources: Alternative One</b>	<b>\$92,000</b>	<b>\$92,000</b>	<b>\$92,000</b>
<b>Resources: Alternative Two</b>	<b>\$70,000</b>	<b>\$92,000</b>	<b>\$92,000</b>
<b>Resources: Grants</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>
<b>Technology Plan Review</b>	<b>\$17,000</b>	<b>\$17,000</b>	<b>\$17,000</b>
<b>Children's Internet Protection Act</b>	<b>\$10,000 (allocated)</b>	<b>\$10,000 (allocated)</b>	<b>\$10,000 (allocated)</b>

## **ACCOUNTABILITY**

**Goal:** To provide ongoing feedback for continuous improvement of technology with regard to technology curriculum, hardware, software, and building infrastructure

### **Evaluation**

#### **Survey staff**

This plan recognizes the importance of regular communications among staff, with a need for ongoing information. This plan aims to establish an avenue for staff feedback regarding the accomplishments and opportunities for improvements of this plan to the JSD Technology Committee. This survey would ask for and provide:

- Feedback in the form of several questions about how technology is working for individuals and if the plan aligns with on-site reality.
- Assessment of staff's familiarity with the plan

The first year's survey would emphasize awareness of the plan and solicit staff development needs. The survey would need to gauge staff and student infrastructure, as it supports the Tech Plan goals. In addition:

- The Technology Coordinator will attend local site committee meetings to provide cohesion among sites, and to collect additional evaluation data.
- Need to clarify the roles of JSD Technology Committee and site technology committee members. The district will encourage and/or establish site technology committees.

#### **Action steps:**

1. Continue clear communications between the JSD Tech Committee, site tech committees, and school district administration to ensure the continuity and collaboration of technology goals.

**Timeline:** Ongoing

**Budget requirements:** None

### **Technology Plan Review**

- The ongoing JSD Technology Plan (including goals and activities) will be clear and concise for staff overview
- The JSD Technology Coordinator will compile reports with the JSD Technology Committee.
- Consult with other districts, state, local, and federal agencies at the Alaska Association for Technology in Education conference (ASTE) in February of each year
- JSD Technology Committee revises plan annually by February according to information gathered at this conference.

## Juneau School District Technology Plan 2008-2011

- Rework the revised plan in March, communicate plan revisions to the school board and district staff
- Submit the plan and annual addendums to the Alaska Department of Education and Early Development according to their requirements.

### **Addenda to the Technology Plan**

With each round of evaluation, the district will create an addendum to the plan:

- In order to make the plan a living document, it should be available in electronic format (Wiki, Weblog, or other content management system) for comment and revision.
- Possible activity: pairing with other districts (like Bering Strait) to learn from each other.

### **Action steps:**

1. Survey staff focusing on Tech Plan awareness with secondary focus on reliability of technology to meet the goals of the plan.
2. Technology Coordinator attends site technology committee meetings; establishes the district roles for site committees
3. Establish partnerships with district(s) with parallel goals Collaborate with attendees at ASTE Conference
4. District Technology examines survey data, reviews the plan, and determines the focus for the following year.

### **Timeline:**

- Spring '08 – Technology Committee drafts potential survey
- Start of school – communication of plan to site staff meetings
- Fall '08 – Technology Committee reviews initial data from survey; advise roles for addressing needs
- Ongoing – Technology Coordinator liaisons with site committees
- Feb '09 – Members of JSD Technology Committee attend ASTE to collaborate
- Spring '09 – follow-up survey with staff: JSD Technology Committee reviews data and determines focus of the plan for the '09-10 school year.

### **Budget requirement:**

- \$15,000 for ASTE attendance.
- \$2,000 for JSD Technology Committee work sessions.

## **CHILDREN'S INTERNET PROTECTION ACT**

Internet access at the Juneau School District is protected using a combined hardware and software approach that employs content filtering that meets the CIPA requirements.

In addition, the Juneau School District has acceptable Internet use policies and regulations. A list of these policies are included in Appendix A.

### **Action Steps:**

1. Maintain firewall security with yearly maintenance and software upgrades
2. Establish an upgrade and replacement scheduled for firewall appliances

### **Timeline: Annually**

### **Budget requirements:**

- Provisions are included in the IT Department's budget for approximately \$10,000 per year.

## **APPENDICES**

## Appendix A

## Appendix A: Juneau School District Internet Policies

The Juneau School District believes that computers and electronic communication technology are important educational tools. The district provides students, faculty and staff with access to computers and electronic information resources for educational and operational purposes.

Use of any of the district's technology is a privilege and not a right. Each student/teacher/staff member is expected to use the district's computer technology in an appropriate manner, which requires that use be efficient, ethical, and legal. The Superintendent shall develop regulations governing student and staff use of the district's computers and electronic communication resources.

Failure to abide by the regulations adopted pursuant to this policy may result in termination of the offender's privilege to use the district's computer technology and/or other disciplinary measures appropriate to the offense.

Adopted: 02/16/1999  
Regulation Text

### COMPUTER USAGE I. APPROPRIATE USES

As with any other equipment provided by the district, computer technology is provided in order to further the district's educational and operational purposes.

Student personal use of computers that is consistent with the district's educational mission may be permitted in connection with an educational activity when authorized by a student's teacher or appropriate administrator. District staff will monitor the online activities of students.

Staff personal use of computers that is consistent with the district's educational mission may be permitted at times when it will not interfere with the staff member's employment responsibilities, when authorized by the staff member's immediate supervisor or other appropriate administrator.

All users of the Internet and the district's internal computer systems (intranet), must abide by generally accepted rules of network etiquette. These include, but are not limited to, the following:

a) Be polite. Do not be rude or abusive towards or about anyone, regardless of whether or not they are the recipients of a message or file;

- b) Use appropriate language. Do not use vulgar or profane language.
- c) Keep personal information confidential, except where its release is specifically authorized;
- d) Do not use any of the district's technology in a way that could disrupt the district's educational program or operations, or that could disrupt use of the technology by others.
- e) Do not use any of the district's technology in a way that invades the rights of others.

In addition to any other uses that are not appropriate or which would violate the guidelines in these regulations, the district strictly prohibits and will not tolerate any use of its technology for activities related to the

- a) violation of any local, state or federal law;
- b) access, receipt, display, or transmittal of any pornographic or lewd information or access by minors of any material that is "harmful to minors" as defined in the Children's Internet Protection Act;
- c) access, receipt, display or transmittal of information pertaining to the construction, manufacture or use of weapons, injurious devices, or toxic, poisonous or injurious substances except in the context of an approved educational or operational activity;
- d) participation in or organization of gambling;
- e) solicitation of or transaction of personal business or other profit-making activity, except in the context of an authorized educational activity;
- f) promotion of local, state, or national political causes or candidates;
- g) promotion of religion or religious activities;
- h) harassment or degradation of any individual or group;
- i) release of personally identifiable information about a student in violation of the district's student records policy and regulations;
- j) unauthorized access of computer files, websites or systems, whether internal or remote or any other form of computer "hacking".

The prohibitions regarding political and religious speech contained in subsections f) and g) above are not intended to restrict personal, non-harassing speech that is protected by the First Amendment. They are intended solely to prevent speech that is school-sponsored or communicated under circumstances that give the appearance of school sponsorship, and to prevent district resources from being used unlawfully to support political or religious causes. Where access to district computer resources is provided to student groups, it shall be provided consistent with the requirements of federal laws relating to equal access.

## II. PROTECTING AGAINST HARM TO THE TECHNOLOGY

Computer technology of any kind is fragile and sensitive to disruption and destruction for many reasons. It is the responsibility of all users to exercise caution and to take affirmative steps to protect the security and integrity of the district's technology.

Efforts to bypass internal or external security systems or controls are strictly prohibited. Efforts to access blocked sites are also prohibited, except when authorized by the Superintendent or Superintendent's designee for an investigation or other operational purpose.

The district is particularly concerned about the introduction of damaging computer viruses. Such viruses can be transmitted easily and in a number of different ways. Caution must be exercised when transferring any files over the Internet or by any other means. District approved virus protection software shall be installed on district computers. Users may be liable for any damage caused to the district's technology if they fail to follow the precautions described in this policy.

Software not provided or approved by the district will not be supported and may be removed unless the user has received specific authorization from the designated systems administrator

## III. PROHIBITION OF ANY INFRINGEMENTS TO INTELLECTUAL PROPERTY RIGHTS

Users are responsible for assuring that none of their uses of the district's technology could in any way violate applicable copyright, trademark or patent laws. In general, before duplicating any software, users must obtain the express written consent of its publisher.

Unauthorized duplication of the district's software is strictly prohibited. Users will be liable for any damages caused by their infringement of the intellectual property rights of others.

## IV. CONFIDENTIALITY, SECURITY AND REPRESENTATIONS

The district is concerned with the risk of release of confidential or sensitive information and access to its systems by unauthorized persons. The district is also concerned with liabilities that could result from its misrepresentation on the Internet or through other electronic communications.

Users shall not disclose any confidential information to unauthorized persons. This specifically includes confidential educational and personnel records. Users should not disclose their password, user identification information, or remote dial-in

phone numbers to anyone except the systems administrator. Users who discover any actual or potential security problem or release of confidential information should report it immediately to the systems administrator.

In addition, users must be cautious not to use the district's technology to broadcast or in any way distribute statements on the Internet or elsewhere that could be understood by others to be representations by the district unless such statements are specifically authorized by the district.

#### V. NO EXPECTATION OF PRIVACY

Users should not expect privacy in any of their uses of the district's computer technology. In the normal course of operations or in connection with an investigation, the district may log, retain and store data that record the contents of electronic mail messages received to and from employees/students, documents produced by students/employees, and information accessed over the Internet or through any other means.

Information that users may have deleted may not be eliminated fully from the computer system. Users should assume that there exists a permanent record of everything that they do involving the district's technology. Computer maintenance, installation of upgrades, and other such activities within the district's normal course of operations may reveal the contents of information contained in the technology and its systems.

In addition, the district, in its sole discretion, may monitor and review any user's use of its computer technology in order to assure compliance with this or any other of the district's policies. The district need not provide users with any further notice before it monitors or reviews any information that users may have received, transmitted, created or stores while using any of the district's technology.

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#### VI. PUBLICATION GUIDELINES

For the safety of our students, it is important that we follow guidelines concerning the publication of personal information on district web pages. Student information, stories, poems, artwork, reports, photographs, videos, etc. may only be published with signed parental permission. Forms must be located in a central location in the building.

All schools or departments:

- No home numbers or addresses may be published.
- No student e-mail addresses may be published.
- Content of the web page(s) must comply with school board policies and the Juneau School District Code of Conduct.

## Juneau School District Technology Plan 2008-2011

- Students, staff, and activity web pages housed outside the Juneau School District web server must comply with the Juneau School District publication guidelines in order to be linked to the District web pages.
- Information published about students must comply with Policy #5770, Parent and Student Right to Privacy.
- Student work must be edited and approved by a teacher or advisor.

### Elementary/Middle Schools and Students:

- No individual student photographs or last names may be published.
- Non-identifying group photographs may be published with signed parental permission.

## VII. CONSEQUENCES FOR VIOLATION OF THE POLICY

Failure to comply with these regulations could result in the temporary or permanent revocation of the privilege to use the district's technology. It could also subject offenders to discipline which may include, but is not limited to, suspension or expulsion from school/discharge from employment. In the event that a user's violation of this policy causes damage to any district property or the incursion of any liability by the district, the user may be held personally liable for the damage or costs incurred by the district.

2/16/99

Revised 6/5/01

Revised 6/20/06

Revised 10/3/06

## Appendix B